

TOWN OF WESTPORT
Department Approvals Required for Residential Projects
updated August 2002

TYPE OF PROJECT	Health district if the property has a septic system*	Conservation if the property has wetlands, a stream, pond, or river or is in aquifer zone	Engineering Department for drainage, grading, driveway and sewers	Planning and Zoning Permit	Building Department
Normal "maintenance and repair" does not require any permits provided that no demolition of existing structures is involved.					
Add a dormer	✓	✓		✓	✓
Add large addition to an existing house	✓	✓	✓	✓	✓
Add small addition to an existing house	✓	✓	✓	✓	✓
Build or replace a deck or steps	✓	✓		✓	✓
Build a new house	✓	✓	✓	✓	✓
Change the roofline	✓	✓		✓	✓
Conduct a home occupation	✓			✓	
Connect to Town Sewer	✓ referred by Public Works Department	✓	✓		
Construct a dam, dock or seawall <i>(May also require permits from the Department of Environmental Protection or the Army Corps of Engineers)</i>	✓	✓	✓	✓	
Construct a tennis court or handball court	✓	✓	✓	✓	
Construct a well	✓				
Construct or legalize apartments in a house	✓	✓	✓	✓	✓
Construct retaining walls	✓	✓	✓	✓	
Convert a garage, attic or cellar to living area	✓	✓		✓	✓

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Demolish a structure (Structures 50 years old will be referred to the Historic District Commission)	✓ referred by Building Department			✓ to rebuild if non-conforming	✓
Do electrical work					✓
Do mechanical work					✓
Do plumbing work					✓
Enclose a deck or screened porch	✓	✓		✓	✓
Install a driveway	✓ referred by Engineering Department	✓	✓	✓	
Install a swimming pool, hot tub or jacuzzi and its mechanical units	✓ for all installations	✓	✓ referred by P&Z Office	✓	✓
Install fireplaces/ woodstoves				✓	✓
Install ground-mounted air conditioning units				✓	✓
Install new septic systems	✓	✓			
Install satellite dishes	✓	✓		✓	✓
Make exterior changes to properties in Historic District		✓	✓ may be required for large additions	✓ and Historic District Commission approval	✓
Obtain a house number			✓		
Obtain a Zoning Certificate of Compliance and Occupancy	✓ *referred by P&Z Office	✓ *referred by P&Z Office	✓ *referred by P&Z Office	✓	✓
Remodel interior	✓	✓		✓	✓
Repair existing septic systems	✓				

*If serviced by the Town Sewer proof of the service must be provided

IF YOUR PARTICULAR PROJECT IS NOT LISTED PLEASE CONTACT THE PLANNING AND ZONING OFFICE AT (203) 341-1030 FOR MORE INFORMATION